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2014 Palermo Town Meeting Warrant and Minutes

Palermo, Me.

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ANNUAL REPORT, TOWN OF PALERMO, MAINE

Minutes of the 2014 Annual Town Meeting

To Sheila McCarty, a resident in the Town of Palermo, in the County of Waldo, in the State of Maine:

In the name of the State of Maine you are hereby required to notify and warn the inhabitants of said Town qualified by law to vote in Town affairs, to meet on the 7th day of March, 2014, at 8:00 AM at the Palermo Town Office, in said town, to act on Article 1 and by secret ballot on Article 2 set out below to wit. The polls for voting will be open from 8:00 AM until 8:00 PM.

And to notify and warn said inhabitants to meet at the Palermo Consolidated School gymnasium in said Town on Saturday, March 8, 2014, at 9:00 AM, then and there to act on Articles 3 through 33 as set out below to wit:

Art. 1: To choose a **Moderator** to preside at said meeting. **Richard Thompson was nominated as moderator, 6 ballots cast, 6 in favor of Richard Thompson. Mr. Thompson has appointed Barbara Jackson as Deputy.**

Art. 2: To elect all necessary Town Officers for the ensuing year, using the **Australian ballot** system.

Meeting was called to order at 9:06 am Saturday, March 8, 2014 with a prayer from Ed Hatch. Moderator opened with the pledge of allegiance to the flag along with the Boy Scout Troop #222. Troop master, Mr. Townsley announced that 7 young men would be earning their Eagle Rank this year. Selectmen presented plaque for Kay Grady in honor of the signs he made for all the cemeteries in the town.

Mr. Thompson read the municipal election results.

Mr. Thompson read the rules of the meeting using the Maine Moderators guide.

Art. 3: To see if the Town will vote to accept nominations and elect from the floor a seven member **Budget Committee** for the ensuing year. **Motion to elect 7 members and roads individually. Seconded. So voted.**

The following were nominated to the Budget Committee:

Branch Mills – Richard Reitchel

East Palermo – Dwain McKenney

Level Hill – Patricia Clark

North Palermo – Megan Childs

Turner Ridge – David Parkman

Western Ridge – Shawn Porter

At Large – Debra Potter

The deputy clerk swore in the new budget committee members along with all other attendance who were elected in the municipal elections on Friday 03/07/2014.

Art. 4: To see if the Town will vote to authorize the **Selectmen to choose** all other appropriate **Town Officers** for the ensuing year including any vacancies remaining after the March 7, 2014, elections. **Motion to approve as written. Seconded. So voted.**

Art. 5: To see if the Town will vote to raise and appropriate \$6,000 for the Palermo School's **8th grade trip** planned for the spring of 2014. **Mr. Wedge and several 8th graders spoke on the importance of this trip to the students. Motion to approve as written. Seconded. So voted.**

	Recommended	Yea	Nay	Abstain	Absent
Selectmen	\$ 6,000.00	3	0	0	0
Budget Committee	\$ 6,000.00	6	0	0	1

Art. 6: To see if the Town will vote to **increase the property tax levy limit** established for Palermo by State Law in the event that the municipal budget approved under the

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succeeding articles will result in a Tax Commitment that is greater than that property tax limit. **Motion by Darryl Mckenney to pass over. William Sawyer seconded. So voted.**

Art. 7: To see what sum of money the Town will vote to raise and/or appropriate for **Municipal Wages** to be paid as full compensation and for the Town's portion of FICA and Medicare and other payroll liabilities. **Motion made to approve as written. Seconded. Ed Hatch asked how the office was getting cleaned since that line had been taken off the list. Mrs. Harmon stated that the office staff has taken on the responsibility. So voted.**

	Recommended	Yea	Nay	Abstain	Absent
Selectmen	\$ 76,000.00	3	0	0	0
Budget Committee	\$ 76,000.00	5	2	0	0

Expended in 2013: \$ 73,705

Suggested Allocation:

	Selectmen Recommend 2014	Budget Committee Recommends 2014	Appropriated In 2013
Tax Collector wages (up to 14 hrs per week)	\$ 11,650.00	\$.00	\$ 11,900.00
Treasurer, Motor Vehicle Agent wages (up to 24 hours per week)	19,250.00	.00	\$ 17,400.00
Clerk, Voter Registrar wages (up to 20 hours per week)	18,100.00	.00	\$ 19,700.00
Subtotal: \$	49,000.00	\$ 49,000.00	\$ 49,000.00
Assessors wages	\$ 8,000.00	\$ 8,000.00	\$ 6,500.00
Road Commissioner salary	5,000.00	5,000.00	5,000.00
Election Officials wages	4,000.00	4,000.00	3,000.00
Fire Chief salary	1,500.00	1,500.00	1,500.00
Plumbing Inspector Stipend	500.00	500.00	500.00
Cleaning Office wages	0.00	0.00	1,500.00
FICA & Medicare	8,000.00	8,000.00	10,300.00
Subtotal: \$	27,000.00	27,000.00	28,300.00
Total: \$	\$ 76,000.00	\$ 76,000.00	\$ 77,300.00

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Art. 8: To see what sum of money the Town will vote to raise and/or appropriate for **Selectmen Wages.**

Expended in 2013: \$ 13,000.00

	Recommended	Yea	Nay	Abstain	Absent
Selectmen	Leave to Town	3	0	0	0
Budget Committee	\$ 13,000.00	5	0	2	0

Motion made to raise the article as written. Seconded. So voted.

Art. 9: To see what sum of money the Town will vote to raise and/or appropriate for the **Unemployment Claims Reserve Fund.** Present Fund Balance: \$500.00

	Recommended	Yea	Nay	Abstain	Absent
Selectmen	\$ 500.00	3	0	0	0
Budget Committee	\$ 500.00	7	0	0	0

Motion to approve. Seconded. So voted.

Art. 10: To see what sum of money the Town will vote to raise and/or appropriate for the **Capital Projects Reserve Fund** for the Town. Present Fund Balance: \$ 4,000.00

	Recommended	Yea	Nay	Abstain	Absent
Selectmen	\$ 500.00	3	0	0	0
Budget Committee	\$ 500.00	7	0	0	0

Motion to approve. Seconded. So voted.

Art 11: To see what sum of money the Town will vote to raise and appropriate for legal expenses and to see if the Town will vote to establish a **Legal Expenses Reserve Fund** and to transfer the Town Charge Legal Expenses account balance carried forward to 2014 to the new Legal Expenses Reserve Fund (if established). Present Fund Balance: \$ 7,287

	Recommended	Yea	Nay	Abstain	Absent
Selectmen	\$ 500.00	3	0	0	0
Budget Committee	\$ 513.00	7	0	0	0

Motion made to raise the \$513 and establish the Legal Expenses Reserve Fund. Seconded. So voted.

Art. 12: To see if the Town will vote to have Palermo Days as a **Town sponsored event** and to authorize the Selectmen to accept and expend all Palermo Days funds that they may receive in 2014. **Motion to approve. Gary Dyer made a suggestion that we cut down to one day of events. Seconded. So voted.**

	Recommended	Yea	Nay	Abstain	Absent
Selectmen	Yes	3	0	0	0
Budget Committee	Yes	6	0	1	0

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Art. 13: To see what sum of money the Town will vote to raise and appropriate for the **purchase and installation of a generator** at the Town Office. **Darryl Mckenney motion to approve. Seconded by Patricia Clark. Towns people did not feel this was a reasonable price nor was it a necessity. Motion Fails.**

	Recommended	Yea	Nay	Abstain	Absent
Selectmen	\$ 5,000.00	3	0	0	0
Budget Committee	\$5,000.00	7	0	0	0

Art. 14: To see what sum of money the Town will vote to raise and appropriate for the **Sheepscot Lake Association**. Amount requested: \$850.00 **Motion to raise the \$850. Seconded. The \$850 would be used for insurance purposes to protect the college students who will be enforcing the mil foil law. Ryan Harmon stated that we should review the insurance quote prior to releasing the money. So voted.**

	Recommended	Yea	Nay	Abstain	Absent
Selectmen	Leave to Town	3	0	0	0
Budget Committee	Leave to Town	6	1	0	0

Art. 15: To see what sum of money the Town will vote to raise and/or appropriate for the following **in Town Contributions and Programs:**

	Recommended	Yea	Nay	Abstain	Absent
Selectmen	\$ 10,800.00	3	0	0	0
Budget Committee	\$ 10,800.00	6	0	1	0

Contributtee	Requested 2014	Recommended Selectmen	Budget Committee	Appropriated in 2013
Palermo Library	\$ 4,000	\$ 4,000	\$ 4,000	\$ 4,000
Palermo Vol. Fire Dept. Misc. Exp.	0	0	0	1,000
Palermo Youth Activities	4,000	4,000	4,000	4,000
Palermo Days 2013 (carry \$3,500)	0	0	0	3,500
Palermo Swim Program	800	800	800	800
Palermo Historical Society	2,000	2,000	2,000	2,000

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	Total:	\$10,800	\$10,800	\$10,800	\$ 15,300
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Dean Willoughby made a motion to amend the amount requested to \$11,800. The \$1,000 difference being to raise \$1,000 for the fire departments miscellaneous expense. Seconded. So voted..

Art. 16: To see what sum of money the Town will vote to raise and appropriate for the following **out of Town Contributions:** (the intent is to vote on each request separately) **Motion was made to approve each contribute individually. Seconded. So voted.**

Broadreach- approved for \$300, after hearing spokesman from company

Kennebec Behavioral Health- approved for \$100

Midcoast Maine Community Action- approved for \$800, after hearing from spokesman

New Hope for Women- vote to close, had to count raised hands, 16 Yes to 22 No. Vote Fails

Spectrum Generations- approved for \$966, after hearing from spokesman

Waldo Community Action Partners- approved for \$2,073, after hearing from spokesman

Waldo County Hospice- approved for \$300

Waldo County YMCA- approved for \$50

Waterville Area Hospice- Amendment to raise \$500. Seconded. So voted.

Total money raised for article #16 is \$5,089

	Recommended	Yea	Nay	Abstain	Absent
Selectmen	Leave to Town	3	0	0	0
Budget Committee	Leave to Town	6	0	0	1

Contributee	Requested 2014	Recommended Selectmen	Recommended Budget Committee	Appropriated in 2013
Broadreach	\$300.00	Leave to the Town	Leave to the Town	\$300.00
Kennebec Behavioral Health	100.00	“	“	0.00
Midcoast Maine Community Action	800.00			800.00
New Hope For Women	915.00	“	“	915.00
Spectrum Generations	966.00	“	“	0.00
Waldo Community Action Partners	2,073.00			3,534.00
Waldo County Hospice	300.00	“	“	300.00
Waldo County YMCA	50.00			50.00
Waterville Area Hospice	1,000.00			0.00
Other amounts funded in 2013:				200.00
Total	\$ 6,504.00			\$ 6,099.00

Art. 17: To see what sum of money the Town will vote to raise and/or appropriate for the **Town Office Account.**
Motion to approve. Seconded. So voted.

	Recommended	Yea	Nay	Abstain	Absent
Selectmen	\$ 23,200.00	3	0	0	0
Budget Committee	\$ 23,200.00	7	0	0	0

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Appropriated in 2013: \$ 23,000

Expended in 2013: \$ 18,578

Additional Information: Accounts under **Town Office**

Office Supplies

Computer Software Licenses

Postage

Equipment Maintenance

Maintenance & Mowing

Equipment Purchase

Security

Art. 18: To see what sum of money the Town will vote to raise and/or appropriate for
Town Charge.

Motion made to approve as written. Seconded. So voted.

	Recommended	Yea	Nay	Abstain	Absent
Selectmen	\$ 45,200.00	3	0	0	0
Budget Committee	\$ 45,200.00	7	0	0	0

Subaccounts under Town Charge

<u>Suggested Allocation:</u>	To appropriate In 2014	Appropriated In 2013	Expended In 2013
Staff Expenses	\$ 1,100	\$ 1,100	\$ 1,013
Dues & Fees etc.	5,600	6,000	5,096
Printing & Advertising	2,500	4,200	2,280
Staff Training	1,500	1,500	734
Misc.	100	100	3
Utilities	14,700	15,400	13,618
Legal Expenses	0	2,800	600
Audit Expenses	5,200	5,500	7,500
Insurance	14,500	15,000	13,567
Tax Anticipation Note (line of credit)	0	0	0
Total:	\$ 45,200	\$ 51,600	\$ 44,385

Art. 19: To see what sum of money the Town will vote to raise and/or appropriate for
Cemetery Maintenance.

Motion to raise \$10,000. Seconded. So voted.

Expended in 2013: \$ 10,217

	Recommended	Yea	Nay	Abstain	Absent
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Selectmen	\$ 10,000.00	3	0	0	0
Budget Committee	\$ 10,000.00	7	0	0	0

Art. 20: To see what sum of money the Town will vote to raise and/or appropriate for Public **Health & Safety**. **Motion made to raise \$53,110. Seconded. So voted.**

	Recommended	Yea	Nay	Abstain	Absent
Selectmen	\$ 53,110.00	3	0	0	0
Budget Committee	\$ 53,110.00	6	1	0	0

<u>Suggested Allocation:</u>	To Appropriate In 2014	Appropriated In 2013	Expended In 2013
Animal Control (Carry \$1,763)	\$ 1,500	\$ 1,000	\$ 4,472
Palermo Vol. Fire Dept. Itemized exp.	16,110	16,000	16,215
Palermo Rescue (Carry \$5,500)	0	5,500	0
Kennebec Valley Humane Society	2,500	2,500	2,441
Health Officer	500	500	0
Tri. Co. Solid Waste Mgt. Org.	31,500	27,500	27,481
General Assistance (Carry \$944)	1,000	0	2,196
Total:	\$ 53,110	\$ 53,000	\$ 52,805

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Art. 21: To see what sum of money the Town will vote to raise and/or appropriate for **Roads**. Recommend \$ 310,000.00 (\$ 250,000.00 from Excise Tax and Raise \$ 60,000.00). **Motion to approve. Seconded. So voted.**

	Recommended	Yea	Nay	Abstain	Absent
Selectmen	\$ 310,000.00	3	0	0	0
Budget Committee	\$ 310,000.00	5	1	1	0

Suggested Allocation:	To Appropriate In 2014	Source of Funding	Total Funds Available
Road Maintenance	\$ 45,000	Excise Tax	
Road Maintenance	35,000	Raise	\$ 80,000
Snow Removal & Sanding	160,000	Excise Tax	160,000
Road Improvements	45,000	Excise Tax	
Road Improvements	25,000	Raise	70,000
Total	310,000		\$ 310,000

Appropriated in 2013:

Raised -	\$ 80,000
<u>From Excise tax -</u>	<u>\$ 220,000</u>
Total -	\$ 300,000

Art. 22: To see what sum of money the Town will vote to raise and/or appropriate for **paving and repaving** roads.
 Selectmen Recommend \$100,000.00 (\$29,302.00 from URIP and Raise \$70,698.00)
 Budget Committee Recommend \$180,000.00 (\$ 29,302.00 from URIP and Raise \$150,698.00)

Motion made to use \$29,000 URIP, raise \$101,000 and use \$50,000 from surplus. Moved. Seconded. Discussion. So voted.

Appropriated in 2013: \$ 180,000 Expended in 2013: \$ 179,009

	Recommended	Yea	Nay	Abstain	Absent
Selectmen	\$ 100,000.00	3	0	0	0
Budget Committee	\$ 180,000.00	4	2	0	1

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(Recess to lunch at this time – 11:10 am to 12 noon.)

(Reconvened at 12:05 noon.)

Art. 23: To see if the Town will vote to authorize the **Selectmen** to accept and expend for Town purposes, funds received from federal, state and other sources during the year. **Motion to approve as written. Seconded. Dean Potter stated that “other sources” includes timber harvesting money from town property. So voted.**

	Recommended	Yea	Nay	Abstain	Absent
Selectmen	Yes	3	0	0	0
Budget Committee	Yes	7	0	0	0

Art. 24: To see what sum of money the Town will vote to authorize the Selectmen to appropriate from unappropriated **undesignated fund balance** (a.k.a. surplus) as they deem advisable to meet unanticipated expenses and emergencies that occur during the year. **Motion to approve as written. Seconded. So voted.**

	Recommended	Yea	Nay	Abstain	Absent
Selectmen	\$ 15,000.00	3	0	0	0
Budget Committee	\$ 15,000.00	7	0	0	0

Art. 25: To see if the Town will vote to instruct the Tax Collector to **charge interest on tax liens** and on **unpaid real estate taxes** beginning 60 days from mailing date of tax bills at interest rate per annum as set by the State Treasurer (per Title36, M.R.S.A. Section 505.4-A). **Motion to approve as written. Seconded. Treasurer, Angela Nelson, stated that current state rate is @ 7%. So voted.**

	Recommended	Yea	Nay	Abstain	Absent
Selectmen	Yes	3	0	0	0
Budget Committee	Yes	7	0	0	0

Selectmen recommend a motion to approve Art. 26 through Art. 33 as printed.

Motion to approve as printed article #26 through article #33. Seconded. So voted.

Art.26: To see if the Town will vote to appropriate funds from Overlay to pay tax **abatements** and applicable interest granted during this fiscal year.

Art. 27: To see if the Town will vote to authorize the Board of Selectmen, on behalf of the Town, to enter into **multi-year agreements** for the lease / purchase of office equipment and for the provision of snow plowing and road sanding services.

Art. 28: To see if the Town will vote to authorize the Selectmen to accept all **cemetery** trust funds that they may receive in 2014.

Art. 29: To see if the Town will vote to authorize the Selectmen to **spend** an amount not to exceed **3/12** of the budgeted amount in each category of the Town's annual

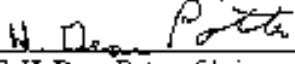

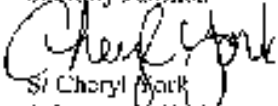
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budget during the period from January 1, 2015 to the annual March Town Meeting.

- Art. 30: To see if the Town will authorize the Tax Collector to **accept prepayment** of Real Estate and/or Personal Property taxes toward the following year taxes. No interest will be paid to the taxpayer on these payments.
- Art. 31: To see if the Town will vote to authorize the Selectmen to **borrow money** for the use of the Town upon the credit of the Town.
- Art. 32: To see if the Town will vote to authorize the selectmen to convey by **Municipal Quit Claim deed** tax acquired real estate properties, unless that property, in the opinion of the Selectmen, best serves the interest of the Town of Palermo by remaining town owned property. All other property must be advertised and sold by sealed bids. The highest bid must be equal to at least the amount of accumulated taxes, interest and cost. Selectmen reserve the right to accept or reject any or all bids.
- Art. 33: To see if the Town will vote to authorize the Selectmen to make final determinations regarding the closing or opening of roads to **winter maintenance** pursuant to Title 23 MRSA, Section 2953.

Meeting adjourned at 12:13 pm.

A person may register to vote on or before Election Day. Pursuant to Title 21-A MRSA, Section 759(7), absentee ballots will be processed at the polls at the following times: 7:00 PM and 8:00 PM.

April 3, 2014
Dated February 3, 2014

S/E. W. Dean Potts, Chairman

S/ Holly Harmon

S/ Cheryl York
Selectmen of Palermo